

Milford Town Library
Board of Library Trustees
Thursday, April 15, 2021
Meeting Minutes

Present: Ed Bertorelli, Sue Edmonds, Marco BonTempo, Margaret Myatt, Ann Ragosta, Stephanie Abisla, Scott Vecchiolla, Michael Conboy. Absent: None.

- I. Call to Order - Ed Bertorelli calls the meeting to order at 7:00pm.
- II. Approval of March 11 minutes, **Motion** to approve by Stephanie, second by Ann. Vote unanimous.
- III. Approval of Warrants: Ed read aloud the warrants, **Motion** to approve by Scott, second by Stephanie. Vote unanimous.
- IV. Invitation to Speak: None at this time.
- V. Appointments: Welcome Scott Vecchiolla.
- VI. Reports and Statistics:
 - a. Committee Reports: As distributed.
 - b. Staff Reports. Dewey winner has been chosen. Weekend usage is much higher than it has been. The library has a sewing machine to loan.
 - c. Hill Garden Committee: Sue met with them and they have gone over the plan to install the stone dust and they will review the plant plans. They plan to use sod instead of turf.
 - d. Director Report: Sue mentions they are trying to decide how long to quarantine the library materials, they are currently doing two days, will work down to 1 day soon as the CDC recommends. By May the rug should be installed, there have been delays with that and the water fountains. The fees/fines they have collected have also gone down a lot. Sue mentions wanting to eliminate the fines as they do not serve the library any longer. Ann and Margaret question how to incentivize people to return books they've held onto too long. The trustees discuss having a fine in place for books not returned for X amount of time and consider it lost. There is also an option to suspend an account so items cannot be taken out if items are overdue and not returned.
- VII: Old Business:
 - A. Budget update: Sue mentions she sent both budgets. No update yet.
 - B. IT Update: All new computers have been installed.
 - C. Covid 19 Update: As mentioned above. Vaccines are available to employees.

VIII. New Business:

- A. Election of Officers: **Nomination** for Chairman: Ed Bertorelli by Ann, second by Marco. Vote unanimous. **Nomination** for Vice: Stephanie Abisla by Ed, second by Margaret. Vote unanimous. **Nomination** for Secretary: Marco BonTempo by Ed, second by Margaret. Vote unanimous.
- B. Trustees Meeting Schedule: Veteran's Day meeting will need to be rescheduled.
- C. Update Trustees List: List will be updated and resent.
- D. Curran Room Chairs: The chairs are too low and not adjustable, so it has been proposed to upgrade the chairs.

IX: Adjournment: **Motion** to adjourn at 7:45pm by Margaret, second by Stephanie. Vote Unanimous. Next meeting May 13, 2021.